**Course**: Speech 111: Public Speaking

**Teacher**: Ameena Amdahl-Mason

**Credit:** 1.0 if taken for college credit (.5 credits if taken for high school credit alone)

**Textbook:** Mastering Public Speaking (5th Edition), Boston: Allyn and Bacon

**Course Description:** This course is designed to teach students the essential steps in preparing and delivering oral messages. All methods of instruction in this course are intended to foster, practice, and improve the student’s public speaking ability. Through reading, listening, written work, discussion, brainstorming, research, reflection, and performance, students will be taught how to prepare and deliver several speeches. The end goal of class activities is to equip students with public speaking skills they may use in all walks of life. All North Clackamas School District graduation standards required speeches will be covered in this class.

**Course Objectives:**

Students will be able to:

* Demonstrate an understanding of the components of public speaking.
* Prepare and perform speeches appropriate for public presentation.
* Demonstrate critical listening skills.
* Show familiarity with a variety of speaking genres.
* Research speech topics and organize research into a variety of speech genres.
* Understand their strengths and weaknesses in delivering speeches that will help them become better speakers.
* Demonstrate critical listening skills when listening to other speeches by looking for the evidence to support claims made by the speakers.
* Understand the difference between verbal and nonverbal communication and the impact of both within communication.

**Student Learning Outcomes:**

Upon successful completion of this course, the student should be able to do the following:

* Identify the elements of the process of communication orally and in writing.
* Focus, outline and organize oral messages for delivery.
* Prepare and perform variety of speeches including, but not limited to, introductory, informative, and persuasive.
* Research, differentiate, and select credible sources to support oral messages.
* Discuss and effectively prepare different types of supporting materials, including Power Point presentations and visual displays.
* Describe and use strategies to combat speaker anxiety

**Responsibilities and Policies**

**Student Responsibilities:** As a student of CMC, I expect you to adhere to the policies of the school, as outlined by the Student Handbook (located on the website). You are responsible for the assignments in this class and to communicate any questions, comments or concerns you have to me. Acceptable means of communication include an appointment, e-mail, voicemail or through online discussion forums/blogs. Use of correct grammar and punctuation is required in all written communications.

Plagiarism, cheating and collusion are prohibited at CMC. Students who fail to observe these standards are subject to disciplinary action. Please refer to the CMC Student Handbook for further definitions and consequences of these behaviors, available at: www.clackamasmiddlecollege.org

**Attendance:** Attending class daily will impact a student’s opportunity to learn in a positive manner and should result in mastery of skills, benchmarks and standards mentioned above.

**Class participation:** Class participation will result in a greater understanding of the subject matter and will help in skill development. This includes classroom or online discussions, group work, project or other participation requirements that impact student’s opportunity to learn.

**Use of Electronic Devices:** Cell phones, iPods and other relevant or irrelevant electronic devices are not to interfere with the learning environment unless these electronic devices are being used for a class assignment. The instructor reserves the right to take any devices that pose a problem. If a device is taken, then it will be returned in a timely fashion with a discussion about classroom expectations. If problem persists then disciplinary action may be taken.

**Other Policies:** Refer to the CMC Student Handbook

**Instructor Responsibilities:** As your instructor, I commit to communicating openly and frequently with you about this class. I will maintain a professional, safe learning environment adhering to the policies of CMC. You can expect a reply to communication, be it via e-mail, through online discussions, voicemail or in person, within 24-48 business hours.

**Syllabus Changes:** As your instructor, I retain the right to make changes based on the timeline of the class, feedback from learners and/or logistical issues and will inform you as soon as a change is made.

**Expectations Regarding Written Work**

All speeches must be typed. They should be in 12-point font, with 1-inch margins. Handwritten work will be accepted for daily assignments and outlines only. The following criteria apply to all speeches:

* Topic must be appropriate to the listening audience.
* Topic must be clearly developed with main ideas or points with sufficient supporting material.
* Paper must be original and conform to the genre of the written assignment (i.e. persuasive, informative, etc.).
* Paper must follow the guidelines set out in the assignment (i.e.: number of pages, date paper was due, type of topic, etc.).
* Paper must fulfill fundamental structure requirements of written assignments such as identifiable introduction, body and conclusion.
* Must use required number of source citations throughout paper.
* Paper must be without grammatical errors, punctuation errors and/or word usage errors – No slang or jargon unless specific to assignment.
* Paper must meet APA or MLA guidelines and standards and (when applicable) have a bibliography that meets same requirements. (Handouts explaining these guidelines will be distributed and discussed in class)

Students will have the opportunity to turn in drafts of their speeches for peer and teacher editing. However, ultimately it is the student’s responsibility to create a final product with a minimum of spelling, grammar, and punctuation errors. Papers with more than four errors in any area will be returned, and must be resubmitted with corrections, in order to adhere to the Communication and Theater department’s policy regarding written literacy.

**Speeches**

The following speeches will be offered this term:

* Speech of introduction
* Expository (informative) speech
* Persuasive speech
* Tribute speech
* Extemporaneous (unrehearsed) speech

Students will be given a grading rubric for each speech they will present. Generally, speeches will be graded on ideas and content, organization, delivery, and language. In addition, speeches must adhere to the guidelines regarding written work (see above).

**Reading Assignments**

We will be reading at least one chapter from the textbook per week. You will be tested on each chapter that we read. This is a reading intensive course, and I will endeavor to support each of you as much as can. If you have any concerns, please speak with me privately.

**Grading rubric**

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| --- | --- |
| **Item** | **Percentage of the Grade** |
| Daily work/homework | 15% |
| Speeches | 40% |
| Tests | 35% |
| Final | 10% |
| TOTAL | 100% |

**Oregon Content Standards Addressed:**

Language Arts: Speaking and Listening

*CCG: Speaking:* Communicate supported ideas across the subject areas using oral, visual, and multi-media forms in ways appropriate to topic, context, audience, and purpose ; organize oral, visual, and multi-media presentations in clear sequence, making connections and transitions among ideas and elements ; use language appropriate to topic, context, audience, and purpose ; and demonstrate control of eye contact, speaking rate, volume, enunciation, inflection, gestures, and other non-verbal techniques

EL.CM.SL.01 Present and support a clear thesis statement and choose appropriate types of proof (e.g., statistics, testimony, specific instances) that meet standard tests for evidence, including credibility, validity, and relevance.

EL.CM.SL.02 Choose appropriate techniques for developing the introduction and conclusion (e.g., by using literary quotations, anecdotes, references to authoritative sources).

EL.CM.SL.03 Choose logical patterns of organization (e.g., chronological, topical, cause-and-effect) to inform and to persuade, by seeking agreement or action, or uniting audiences behind a common belief or cause.

EL.CM.SL.04 Recognize and use elements of speech forms (e.g., introduction, first and second transitions, body, conclusion) in formulating rational arguments and applying the art of persuasion and debate.

EL.CM.SL.05 Analyze the occasion and the interests of the audience, and choose effective verbal techniques and language.

EL.CM.SL.06 Use appropriate grammar.

EL.CM.SL.07 Use props, visual aids, graphs, and/or electronic media to enhance the appeal and accuracy of rehearsed presentations (not part of scoring guide criteria).

EL.CM.SL.08 Produce concise notes for extemporaneous speaking (not part of scoring guide criteria).

EL.CM.SL.09 Analyze the occasion and the interests of the audience, and choose effective verbal and non-verbal techniques, such as volume, expression, rate, gestures, eye contact for presentations.

*CCG: Listening:* Listen critically and respond appropriately across the subject areas.

EL.CM.SL.10 Formulate judgments about ideas under discussion, and support those judgments with convincing evidence.

EL.CM.SL.11 Follow complex verbal instructions that include technical vocabulary and processes.

*CCG: Analysis:*     Evaluate the significance and accuracy of information and ideas presented in oral, visual, and multi-media communications across the subject areas

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EL.CM.SL.12 Evaluate the clarity, quality, and effectiveness of a speaker's important points, arguments, evidence, organization of ideas, delivery, diction, and syntax.

EL.CM.SL.13 Identify and analyze the types of arguments used by the speaker, including argument by causation, analogy, authority, emotion, and logic.

EL.CM.SL.14 Identify the aesthetic effects of a media presentation, and evaluate the techniques used to create them.

EL.CM.SL.15 Compare and contrast the ways in which media genres (e.g., televised news, news magazines, documentaries, online information) cover the same event.

EL.CM.SL.16 Analyze historically significant speeches (e.g., Abraham Lincoln's "Gettysburg Address," Martin Luther King, Jr.'s "I Have a Dream") to find the rhetorical devices and features that make them memorable.

EL.CM.SL.17 Analyze how language and delivery affect the mood and tone of the oral communication and make an impact on the audience.

Language Arts: Writing

*CCG: Planning, Evaluation, and Revision:* Pre-write, draft, revise, edit, and publish across the subject areas.

*CCG: Writing:* Communicate supported ideas across the subject areas, including relevant examples, facts, anecdotes, and details appropriate to audience and purpose that engage reader interest ; organize information in clear sequence, making connections and transitions among ideas, sentences, and paragraphs ; and use precise words and fluent sentence structures that support meaning.

EL.CM.WR.10 Establish a coherent and clearly supported thesis that engages the reader, conveys a clear and distinctive perspective on the subject, maintains a consistent tone and focus throughout the piece of writing, and ends with a well supported conclusion.

EL.CM.WR.11 Create an organizational structure that logically and effectively presents information using transitional elements that unify paragraphs and the work as a whole.

EL.CM.WR.12 Use precise language, action verbs, sensory details, and appropriate modifiers.

EL.CM.WR.13 Demonstrate an understanding of sentence construction-including parallel structure and subordination-to achieve clarity of meaning, vary sentence types, and enhance flow and rhythm.

*CCG: Conventions: Spelling:* Demonstrate knowledge of spelling, grammar, punctuation, capitalization, and penmanship across the subject areas.

EL.CM.WR.14 Produce writing that shows accurate spelling.

*CCG: Conventions: Grammar:* Demonstrate knowledge of spelling, grammar, punctuation, capitalization, and penmanship across the subject areas.

EL.CM.WR.15 Show control of clauses, including main and subordinate, and phrases, including gerund, infinitive, and participial.

EL.CM.WR.16 Understand and use proper placement of modifiers.

EL.CM.WR.17 Demonstrate an understanding of proper English usage, including the consistent use of verb tenses and forms.

*CCG: Conventions: Punctuation:* Demonstrate knowledge of spelling, grammar, punctuation, capitalization, and penmanship across the subject areas.

EL.CM.WR.18 Use conventions of punctuation correctly, including semicolons, colons, ellipses, hyphens and dashes.

*CCG: Conventions: Capitalization:* Demonstrate knowledge of spelling, grammar, punctuation, capitalization, and penmanship across the subject areas.

EL.CM.WR.19 Use correct capitalization.

*CCG: Conventions: Handwriting:* Demonstrate knowledge of spelling, grammar, punctuation, capitalization, and penmanship across the subject areas.

*CCG: Writing Modes:* Write narrative, expository, and persuasive texts, using a variety of written forms—including journals, essays, short stories, poems, research reports, research papers, business and technical writing—to express ideas appropriate to audience and purpose across the subject areas.

*CCG: Writing Applications: Narrative Writing:* Write narrative, expository, and persuasive texts, using a variety of written forms—including journals, essays, short stories, poems, research reports, research papers, business and technical writing—to express ideas appropriate to audience and purpose across the subject areas.

*CCG: Writing Applications: Expository Writing: Research Reports/ Multi-media Presentations (4-CIM):* Write narrative, expository, and persuasive texts, using a variety of written forms—including journals, essays, short stories, poems, research reports, research papers, business and technical writing—to express ideas appropriate to audience and purpose across the subject areas.

EL.CM.WR.23 Write analytical essays and research reports:

Gather evidence in support of a thesis, including information on all relevant perspectives.

Convey information and ideas from primary and secondary sources accurately and coherently.

Make distinctions between the relative value and significance of specific data, facts, and ideas.

Include visual aids by employing appropriate technology to organize and record information on charts, maps, and graphs.

Anticipate and address readers' potential misunderstandings, biases, and expectations.

Use technical terms and notations accurately.

Document sources.

*CCG: Writing Applications: Persuasive Writing (4-CIM):* Write narrative, expository, and persuasive texts, using a variety of written forms—including journals, essays, short stories, poems, research reports, research papers, business and technical writing—to express ideas appropriate to audience and purpose across the subject areas.

EL.CM.WR.24 Write persuasive compositions:

Structure ideas and arguments in a sustained and logical fashion.

Use specific rhetorical (communication) devices to support assertions, such as appealing to logic through reasoning; appealing to emotion or ethical beliefs; or relating a personal anecdote, case study, or analogy.

Clarify and defend positions with precise and relevant evidence, including facts, expert opinions, quotations, and expressions of commonly accepted beliefs and logical reasoning.

Address readers' concerns, counter-claims, biases, and expectations.

*CCG: Research Report Writing:* Investigate topics of interest and importance across the subject areas, selecting appropriate media sources, using effective research processes, and demonstrating ethical use of resources and materials.

EL.CM.WR.27 Use clear research questions and suitable research sources, including the library, electronic media, and personal interviews, to gather and present evidence from primary and secondary print or Internet sources.

EL.CM.WR.28 Use effective note-taking techniques to ensure appropriate documentation of quoted as well as paraphrased material.

EL.CM.WR.29 Develop the main ideas within the body of the composition through supporting evidence, such as scenarios, commonly held beliefs, hypotheses, and definitions.

EL.CM.WR.30 Synthesize information from multiple sources and identify complexities and discrepancies in the information and the different perspectives found in each medium, including almanacs, microfiche, news sources, in-depth field studies, speeches, journals, and technical documents.

EL.CM.WR.31 Integrate quotations and citations into a written text while maintaining the flow of ideas.

EL.CM.WR.32 Use appropriate conventions for documentation in text, notes, and works cited, following the formats in specific style manuals (e.g., Works Cited Entries - MLA, Reference Entries - APA).

EL.CM.WR.33 Design and publish documents by using publishing software and graphics programs.

EL.CM.WR.34 Reflect manuscript requirements, including title page presentation, pagination, spacing and margins, and integration of source and support material, such as citing sources within the text, using direct quotations, and paraphrasing.